

~~SECRET~~ [REDACTED]

Deputy Director of Logistics

15 DEC 1959

Chief, Planning Staff, OL

Training of Logistics Members of Agency Contingency Force

1. This memorandum contains recommendations for your approval. Such recommendations are contained in paragraph 3 below.

2. General:

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a. Mission - (As stated in Memo from [REDACTED], dated 24 July 58, subject: "Organization of Task Force"). To develop an organization, known as a Task Force, capable of carrying out and supporting Clandestine Services operations.

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b. The original concept of the Task Force has been modified to the extent that an Agency Contingency Force, monitored by the [REDACTED] D/P, has been established to provide a reserve of highly qualified operational and support personnel, from which a Task Force can be activated and dispatched to accomplish a specific objective. It then becomes the responsibility of the [REDACTED] to provide guidance and instructions upon which the Office of Logistics can establish the training requirements for those Office of Logistics members assigned to the Contingency Force. While only limited guidance has been received to date, informal conversation with [REDACTED] personnel concerning indicated specific guidance will be made available in the future.

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c. In response to your request, the following concept and proposed approach to a training program was developed. This should provide guidance suitable for establishing a program which will adequately train those Office of Logistics personnel who are assigned as members of the Contingency Force.

3. Concept of Training:

Training should be planned and conducted to achieve individual, (Logistics), and combined (Task Force) proficiency.

4. Plan of Approach to Training:

a. Assumptions

(1) That all personnel nominated and accepted as members of the Contingency Force are volunteers and are the best qualified available; that a minimum of individual training will be required in their specific specialty;

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and that they are capable of being cross-trained in other logistics functions.

(2) That a complete and detailed job description will be developed outlining the specific qualifications required by each Office of Logistics position in the Contingency Force. Such description will serve as a guide to individual training requirements and as a check list to determine individual operational readiness.

(3) That all personnel nominated and accepted as members of the Task Force are physically qualified to perform heavy work on a continuous basis for extended periods of time, under field operating conditions.

b. Training

(1) The training program should be placed into three major categories:

(a) Individual training.

(b) Unit training (i.e., Transportation, Supply, or Logistics).

(c) Combined training (Task Force).

(2) Individual Training

(a) This training should provide instruction in personal preparedness, covering proficiency in respective career duties and those qualifications required of Agency Contingency Force personnel. Included therein should be certain preparatory action such as personal affairs (passport, status of forces agreement, cover story, power of attorney, etc.), medical (first aid, survival, immunization, hygiene, field sanitation, etc.) clothing and equipment (establishing requirement, sizes, care of same, stockpiling) and availability (notification when away from place of duty, TIN, change in assignment status, etc.). In addition, training should cover possible missions, type of organization, command relationship, flight passenger safety, escape and evasion, etc. The logistic members of the Contingency Force should be required to complete the Logistic Support Course (Field Phase).

(3) Unit Training

(a) This will include that phase of training where

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or even the entire Logistics group, partake of training as a complete entity. Training should include use of equipment, the maintenance of same, assembly instructions, reporting procedures, cross-training, where possible, within the unit, practice alerts, operational readiness, inspection, development of 'serials' or 'Checklists' for air or surface movement. It is at this level that cross-training can occur in order to develop a high level of unit proficiency with a minimal number of personnel. Office of Training has agreed to include, within the [REDACTED] Course, training in the employment of [REDACTED]

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(4) Combined Training

(a) This should include training in tactical exercises which are consistent with mission objectives and available facilities. It normally should be programmed to follow unit training. This can be accomplished by field exercises or command post exercises. The field exercise could consist of a Task Force exercise [REDACTED] and would be held jointly with operational type personnel from the Agency Contingency Force. The command post exercise would provide a field exercise for command, staff, headquarters and communication elements at all levels. This could be conducted at Headquarters [REDACTED]. Training could include operational testing by command and staff personnel through use of reports, strength lists, and audits of individual and unit training.

5. It is recommended that this paper be used as a guide from which a formal training program can be developed for those Office of Logistics personnel assigned as members of the Agency Contingency Force.

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APPROVED:

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[REDACTED] Deputy Director of Logistics

Distribution:

1 - Addressee 1 - OLA-DO/C

1 - OL/Training 1 - OL/PD (official)

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